




# Cardonald Primary Parent Council

## Meeting Minutes – Tuesday 2<sup>nd</sup> September 2025

Attendees	<b>Chairperson</b> – Jen Sutherland <b>Vice Chair</b> – Lyndsey Seeley <b>Treasurer</b> – Susan Rafferty <b>Social Media Secretary</b> – Kate Russell
	<b>PC Members</b> -
	<b>Staff</b> – Mrs Waddell - DHT
Apologies	<b>Parent Forum</b> – Jennifer Haughton, Scott MacDonald
	<b>PC Members</b> – Heather Murchie, Amy Nelson
	<b>Secretary</b> – Lesley Healy

Item Discussed	Action Required / Outcome	Action By	Completed Date
<b>Welcomes &amp; Apologies</b>	The meeting was opened by the Chair and apologies read out that were received. A warm welcome was given to all who attended, including the 2 new attendees Jennifer Haughton and Scott MacDonald.		

Previous Minutes			
<b>Previous minutes from the meeting on 3<sup>rd</sup> June 2025 were discussed.</b>	Previous minutes emailed out to all attendees on (16/06/25) for confirmation and finalised minutes emailed out.		
	Minutes agreed with no changes made.		

Head Teachers Report			
	 HT report - 02.09.25.pdf		

Treasurers Report			
<b>DATE</b> Opening Balance - £4421.07 Closing Balance - £5048.11		SR	

Secretary's Enquires / Emails			
<b>Let/Arrangements for Next Meeting</b>	Secretary unable to make the meeting but we discussed booking the classroom in Rosshall instead of the library as it is a cheaper option. Susan will enquire.	SR	
<b>Any Further Emails</b>			

Communications – Via Email & Social Media			
<b>Communication from Parent Forum Members</b>			
<b>Any further PC Communications received</b>			

Paired Reading Subgroup			
	Paired reading isn't set up yet for this current year. Susan will speak to Mrs King to make arrangements. One new volunteer received for this.	SR	

Meeting with Chair and Head Teacher			
	<p>Jen met with Mr Coogan to discuss the new year. Mr Coogan raised the following items;</p> <ol style="list-style-type: none"> <li>1. Projector – the school would like to get a new projector for the dinner hall which will help with all school activities. The janitor is contacting City Building to find out costs of this as it would need to be attached to a wall. To be brought back to PC meeting for further discussion once costs etc are known.</li> <li>2. Balancing doughnut – Mr Coogan would like the school to have a balancing doughnut installed in the playground with a maths theme on it for educational games for the children. This may need to have a fundraising event for this but due to potential costs we agreed to await the outcome of the projector first before we discuss in more detail.</li> <li>3. Parents night on 7<sup>th</sup> October clashes with next PC meeting but school have confirmed its an early parents night so PC meeting can still go ahead.</li> </ol>		

Internet Safety			
	<p>P6 and P7 had a visit from the local community police officer to have a talk about internet safety. The parents and children found the talk very useful and it highlighted some of the dangers to be aware of when using devises such as downloading apps and being aware of age restrictions etc. The police officer highlighted the importance of never giving out your information to anyone online even if they appear to be your friend.</p>		

UNICEF Rights Respecting School Gold Award			
	<p>Mrs Strang wasn't able to make the meeting but sent details of the aims that the school would like to upgrade their silver award to Gold for the UNICEF Rights Respecting School. Mrs Strang would like a parent/PC member to come along once a</p>	LS	

	month to be involved with the children in gaining this award. PC members agreed that Lyndsey Seeley will attend the first one and then the PC may rotate the members going forward. It will be one hour on last Friday of each school month.		

Connect			
	Our insurance has automatically renewed on Connect and Jen will send the info to Lesley for the records.	JS	
	There is a fundraising course coming up and Jen will attend.	JS	

Fundraising			
	Having a Christmas Fayre was discussed and suggested date was 29 <sup>th</sup> November 2025, 10am-5pm to allow time for set up and clear up. We asked Mrs Waddell to ask the janitor to measure the gym hall so we can get an idea of how many tables we could fit. Susan will also get a quote for the cost of the let.		
	Kate to put out a social media post in the next few days to gauge interest from our parent community before we open it out to the wider area.		

Any Other Competent Business:			
<b>PVG Checks</b>	Jen to arrange PVG's for Lyndsey (Rights respecting group) and for the new parent involved in the paired reading group.	JS	
<b>Blue Sky</b>	The school has now moved over to Blue Sky and away from Twitter. Kate to set up CPPC on it.	KR	
<b>Social Media posts</b>	We discussed boundaries on how far out of the local area we would promote any clubs. Agreed to share local community and surrounding areas.		
<b>New members</b>	Jen/Lesley to send the 2 new members the constitution if they want to be in the PC and get their details for the WhatsApp group etc.	JS/LH	

<b>Bonus ball</b>	Susan discussed the bonus ball and the drop in numbers since the bank account changed over. Questions as to the viability of it were raised. We will run it for another 3 months and plug it on our socials for the benefit of the new P1 parents and then review it again. To come back to in 3 months. Easy fundraising to also be plugged.	SR	
<b>Scott MacDonald</b>	Scott runs an Education through sports programme and wanted to bring it to the PC and to discuss with the teachers. We all agreed his first point of contact would be Sarah-Jane McGowan as our sports co-ordinator for the school. Scott will reach out to Sarah-Jane.		
<b>Incident Reporting</b>	<p>Due to communications received by parents to the PC members this was raised following a particular incident that had happened. The school cannot discuss individual situations due to GDPR, however clarification was sought on first aid procedures and incident reporting within the school. Specific staff are first aid trained and will endeavour to ensure parents are notified of serious incidents in a timeous manner.</p> <p>Please contact the school directly to discuss any individual concerns.</p>		

<b>Next Parent Council Meeting</b>	<b>Tuesday (7<sup>th</sup> October 2025) at 7pm - Rosshall Academy</b>
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